

**TENNESSEE BOARD OF ALCOHOL AND DRUG ABUSE COUNSELORS
MINUTES**

DATE: May 12, 2006

TIME: 9:00 a.m.

LOCATION: Tennessee Room
Ground Floor, Cordell Hull Building
Nashville, Tennessee

BOARD MEMBERS

PRESENT: Albert Richardson, Jr., Chair
Karen Starr
Michael Jackson
Janice Higgins
Sharon Trammell

STAFF PRESENT: Joan Burk, Board Administrator
Melody Spitznas, Board Administrator
Stacy Lannan, AARB1
Juanita Presley, Advisory Attorney
Barbara Maxwell, Administrative Director

Mr. Richardson, chair, called the meeting to order at 9:00 a.m. A roll call vote was conducted and all board members were present.

Ms. Spitznas welcomed Ms. Sharon Trammell, new member, to the board.

Conflict of Interest

Ms. Presley reviewed the conflict of interest policy stating that all board members must abide by the conflict of interest policy and asked the board to inform her of any conflict of interest they may have in matters coming before the board. Ms. Presley said board members recusing themselves from the matter must exit the meeting room during the discussion and vote.

Ms. Presley asked all board members to turn in their travel claims in a timely manner to be reimbursed for their expenses.

Office of General Counsel Report

Ms. Presley said Rule 1200-30-1-.01, .10 and .12 pertaining to pre-approved continuing education and supervision revisions became effective January 16, 2006 and Rule 1200-30-1-.05 pertaining to criminal background checks becomes effective May 31, 2006.

Ms. Presley said Rule 1200-30-1-.04, .05, .07, .08, .12, .15,. 16 and .17 pertaining to the application process, continuing education provider process, advertising and screening panels were submitted to the Attorney General's Office May 11, 2006.

Ms. Presley stated there are no contested cases, letters of reprimand, consent orders or agreed order before the Board at this time.

Review Minutes

Ms. Starr asked that her comment that there are a lot of errors in the examination under discuss and consider creating a task force to review the process of appointing examination team be deleted.

Upon review of the January 13, 2006 minutes, Mr. Jackson made a motion, seconded by Ms. Higgins, to approve the minutes as corrected. The motion carried.

Report from Jerry Kosten, Rules Coordinator

Mr. Kosten reviewed the amendment to Rule 1200-30-1-.12 requiring continuing education course providers to submit courses to the board for approval at least thirty (30) days prior to a scheduled meeting.

Mr. Kosten discussed the amendment to rule 1200-30-1-.15 authorizing the board member who chairs the meeting in which the disciplinary action was heard to be the agency member to make the decision regarding petitions for reconsiderations and stays in that case.

Mr. Kosten discussed the amendment to Rule 1200-30-1-.05 requiring reciprocity applicants to submit a copy of the other state's rules and stated the rules they submit may not have been the rules when the applicant was licensed in that state.

Ms. Presley suggested that if the applicant cannot submit a copy of the rules in effect at the time of licensure they must apply for licensure without reciprocity.

Ms. Starr suggested that Phillip Guinsberg chair the Task Force and study the topic of reciprocity.

Mr. Kosten asked the Task Force to meet as soon as possible and submit language to him regarding reciprocity by June 30 for compilation as a rule amendment for the September board meeting.

Disciplinary Report

Ms. Spitznas reviewed the disciplinary report stating there is one (1) practitioner currently being monitored.

Ms. Spitznas said the following report is a list of all practitioners who have been disciplined by the board.

Investigative Report

Ms. Spitznas reviewed the investigative report stating there are currently five (5) open complaints against alcohol and drug counselors in investigations. Ms. Spitznas said of the five complaints, one has been referred to OGC and one has been referred to the screening panel.

Financial Report

Ms. Spitznas reviewed the Financial Report stating the board has a cumulative carryover of \$39,122.34 as of June 30, 2005.

Ms. Presley said the A & D Board, along with all Health Related Boards, will be allocated some expenses for the move to Metro Center.

Status Report

Ms. Spitznas reviewed the Status Report which lists the following alcohol and drug abuse counselors who were licensed from December 22, 2005 to April 28, 2006:

Jill Kristine Cusack
Charles Michael Hays
J. Kevin Johnson
Deborah S. Loudermilk
William Merrill Rayborne

Administrative Report

Ms. Spitznas reviewed the Administrative Report stating there are 503 active, 120 retired licenses, 177 failed to renew and 12 deceased alcohol and drug abuse counselors.

Ms. Benson asked how to educate alcohol and drug abuse counselors to update their address when they move.

Ms. Spitznas said Rule 1200-30-1-.14(3)(b) states that any licensee who has had a change of address shall file in writing with the Board his current mailing address, giving both old and new addresses no later than thirty (30) days after such change has occurred

Ratification of Closed Files

Ms. Spitznas stated that **Susan Barrier** failed the NAADAC examination four (4) times and **Marilyn Woods-Robinson** failed the NAADAC examination three (3) times and pursuant to Rule 1200-30-1-.08(5) if an applicant neglects, fails or refuses to take any of the required

examinations or fails to successfully complete the examinations within twelve (12) months after being approved, the application will be deemed abandoned.

Upon review, Ms. Starr made a motion, seconded by Ms. Higgins, to ratify the closure of the applications for Ms. Barrier and Ms. Woods-Robinson. The motion carried.

Examination Results

Upon review, Ms. Starr made a motion, seconded by Ms. Trammell, to approve the following oral examination results:

Charlotte Buchanan	Pass
Melody Morris	Fail
James E. Robinson	Pass
Andrew Anderson	Pass

The motion carried.

Ms. Starr made a motion, seconded by Mr. Jackson, to approve the following list of supervisor evaluators and site managers recommended by the Task Force:

Site Managers

Kathy Benson - Middle
Karen Dennis – West
Connie Gardner – East

Supervisor Evaluators

Susan Cunningham
Phil Guinsburg
John Rollins
Estell Garner
Frances Clark

The motion carried.

Continuing Education course approval

Upon review of the course offered by **Memphis Recovery Centers, Inc.** titled **Effective Techniques for Dealing with Highly Resistant Clients**, Ms. Trammell made a motion, seconded by Ms. Starr to approve the course. The motion carried.

Upon review of the courses offered by **Quality CEUs.com**, which is NAADAC approved, Ms. Trammell made a motion, seconded by Ms. Starr, to approve the course. The motion carried.

Upon review of the course offered by **Invitational Intervention Certification** titled **Screening, Ethics and Crisis Intervention**, Ms. Trammell made a motion, seconded by Ms. Starr, to approve the course. The motion carried.

Upon review of the course offered by **David McPhee, Ph.D.** titled **Borderline Personality Disorder**, Ms. Higgins made a motion, seconded by Ms. Starr, to approve the course. The motion carried.

Upon review of the course offered by **The National Association of Forensics Counselors**, Ms. Trammell made a motion, seconded by Ms. Starr, to approve the course. The motion carried.

Upon review of the course offered by **U.S. Journal Training, Inc.**, Ms. Higgins made a motion, seconded by Ms. Starr, to approve the course. The motion carried.

Upon review of the courses offered by the **Tennessee Professional Assistance Program**, Ms. Starr made a motion, seconded by Ms. Trammell, to approve the courses. The motion carried.

Upon review of the course offered by **Amedco**, Mr. Richardson made a motion, seconded by Mr. Jackson, to approve the course. The motion carried.

Upon review of the courses offered by **Endeavors Addiction Services**, Mr. Richard made a motion, seconded by Mr. Jackson, to approve the courses. The motion carried.

Upon review of the courses offered by **Karen Dennis**, Ms. Starr made a motion, seconded by Ms. Higgins, to approve the course for continuing education based on the fact that Ms. Dennis has a NOKA accreditation (which is part of NAADAC). The motion carried.

Application Review

Upon review of the application of **Ella Bentley**, Ms. Starr made a motion, seconded by Ms. Trammell, to approve Ms. Bentley to sit for the examination. The motion carried.

Upon review of the application of **Pamela Denise Cheers**, Ms. Trammell made a motion, seconded by Mr. Jackson, to approve Ms. Shires to sit for the examination. The motion carried.

Upon review of the application of **Sherry Moore-Gant**, Ms. Higgins made a motion, seconded by Ms. Starr, to approve Ms. Gant to sit for the examination. The motion carried.

Upon review of the application of **Raven Chadwell**, Mr. Jackson made a motion, seconded by Ms. Trammell, to approve Mr. Chadwell to sit for the examination. The motion carried.

Upon review of the application of **Sonja Rheault**, Mr. Richardson made a motion, seconded by Mr. Jackson, to approve Ms. Renault to sit for the examination. The motion carried.

Reinstatement Application Review

Upon review of the reinstatement application of **Regina Guess**, Ms. Starr made a motion, seconded by Ms. Trammell, to approve Ms. Guess's reinstatement application. The motion carried.

Upon review of the reinstatement application of **William Warr**, Ms. Higgins made a motion, seconded by Mr. Jackson, to approve Mr. Warr's reinstatement application. The motion carried.

Upon review of the reinstatement application of **Tammy Stone**, Mr. Jackson made a motion, seconded by Ms. Starr, to approve Ms. Stone's reinstatement application. The motion carried.

Upon review of the reinstatement application of **Willie Lovejoy**, Mr. Richardson made a motion, seconded by Ms. Starr, to approve Mr. Lovejoy's reinstatement application. The motion carried.

Application File Review

Upon review of the following applications, Ms. Starr made a motion, seconded by Ms. Trammell, to approve the following applicants for licensure by reciprocity:

Shaundra D. Easley
Michelle Schwartz
James McFarland

The motion carried.

Correspondence

Upon review of the letter from **Robert K. Bemiss** requesting to be considered as a LADAC oral examination committee member and board member, Mr. Richardson asked Ms. Spitznas to send Mr. Bemiss a letter asking him to direct his requests to the Governor's Office and the site coordinator in his geographic area.

Jurisprudence Examination

Ms. Burk stated that two questions in the jurisprudence examination are invalid due to changes in NAADAC ethics and informed the board that two more questions are needed.

Upon discussion, Mr. Richardson asked Ms. Spitznas to sunshine this discussion for the next meeting.

With no other board business to discuss, Mr. Trammell made a motion, seconded by Jackson to adjourn at 12:30.

Ratified by the Board of Alcohol and Drug Abuse Counselors on October 6, 2006.